

SharePoint Upgrade to 2013 Questions and Answers

Q1: What are DII's plans to collect requirements from other depts./agencies/state entities for the SharePoint project? If no broad collection process is planned (due to labor/logistics), how will DII ensure all stakeholders' needs will be met?

A1: DII will be distributing a questionnaire to all site collection administrators and will not be scheduling a broad collection process. The upgrade will be a like to like upgrade to move the current system into 2013. Other enhancements and features that are not part of a basic upgrade can be documented and submitted to the SharePoint CAB for implementation once the 2013 environment is live.

Q2: How will conversion of data and SharePoint sites from the current to the new version be handled?

A2: The database will be migrated and no one will have to manually recreate their sites.

Q3: Should it be "business as usual" with SharePoint right now or are there things to keep in mind or preparations that they could be doing to be ready for the 2013 implementation?

A3: Any clean-up of existing sites would be helpful. One of the questions on the questionnaire mentioned in #1 is – is this site still active? DII can assist with clean-up efforts if a business no longer uses their sites.

Q4: Is the planned implementation date Feb 2015?

A4: Procurement efforts are expected to be completed by Dec 15, with the selected vendor starting in January 2015. Once the vendor is selected, and tasks have been agreed upon by both the Vendor and the State, an implementation date will be published.

Q5: Do you have a synopsis that could be shared on what's new and/or different in 2013 from the current version?

A5: Project information as well as other links the project team have found will be published to <http://sharepoint.vermont.gov/Pages/ProjectSummary.aspx>.

Q6: What training assistance (materials and/or training sessions) will DII be coordinating as part of the 2013 roll-out?

A6: A training plan is in-scope of the project, but the project team has not documented what DII will be coordinating yet. Execution of the training plan enterprise wide is out of scope of the project.

Q7: The question about whether you could use SharePoint for document storage came up. What does that mean if you are currently storing some documentation on SharePoint?

A7: SharePoint is widely used as a collaboration tool, which does mean that documentation is stored on SharePoint and site content will be migrated as part of the upgrade unless a site owner specifically requests it to not be migrated. DII indicates that SharePoint will not be promoted as a document management solution.

Q8: How much documentation are you allowed to store on SharePoint? What happens if you are storing more than that (does it matter if the storage is on a department's own servers)?

A8: Pending response.